



# Department of Defense DIRECTIVE

NUMBER 1322.6

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USD(P&R)

SUBJECT: Fellowships, Scholarships, Training With Industry (TWI), and Grants for DoD Personnel

- References:
- (a) DoD Directive 1322.6, "Fellowships, Scholarships, and Grants for Members of the Armed Forces," April 19, 1998 (hereby canceled)
  - (b) [DoD Directive 1000.17](#), "Detail of DoD Personnel to Duty Outside the Department of Defense," February 24, 1997
  - (c) Section 2603 of title 10, United States Code
  - (d) Chapter 41 of title 5, United States Code
  - (e) DoD 5500.7-R, "Joint Ethics Regulation (JER)," August 1993
  - (f) [DoD Directive 1344.10](#), "Political Activities by Members of the Armed Forces on Active Duty," June 15, 1990

## 1. REISSUANCE AND PURPOSE

This Directive reissues reference (a) to establish policy and assign responsibilities under which DoD personnel may accept fellowships, scholarships, training with industry (TWI) opportunities or grants from corporations, foundations, funds, or educational institutions organized and operated primarily for scientific, literary, or educational purposes.

## 2. APPLICABILITY AND SCOPE

This Directive applies to:

2.1. The Office of the Secretary of Defense, the Military Departments, the Chairman of the Joint Chiefs of Staff, the Combatant Commands, the Defense Agencies, the DoD Field Activities, and all other organizational entities in the Department of Defense (hereafter referred to collectively as "the DoD Components"). The term

"Military Services," as used herein, refers to the Army, the Navy, the Air Force, the Marine Corps and the Coast Guard (when assigned to the Navy).

2.2. Military and permanent, full-time civilian personnel performing duties outside the Department of Defense under an individual assignment, commonly referred to as a detail, are governed by DoD Directive 1000.17 (reference (b)).

### 3. DEFINITIONS

The terms fellowships, TWI, scholarships, and grants are defined in enclosure 1.

### 4. POLICY

4.1. It is DoD policy, under 10 U.S.C. 2603 and 5 U.S.C. 41 (references (c) and (d)), that programs shall be established for DoD personnel to participate in fellowships, scholarships, and grants.

4.1.1. Military personnel may only accept fellowships, scholarships, or grants that meet the criteria established by this instruction:

4.1.1.1. In recognition of outstanding performance in their fields;

4.1.1.2. To undertake a project that may be of value to the United States

or:

4.1.1.3. For development of their recognized potential for future career service.

4.1.2. The criteria for all fellowships, including fellowships under the Department's Legislative Fellowship Program, are:

4.1.2.1. The fellowship must fulfill explicit DoD requirement fulfilled by virtue of education or experience gained;

4.1.2.2. There must be an immediate follow-on utilization tour and/or assignment available to which the fellow shall be assigned upon completion of the fellowship;

4.1.2.3. The fellowship may be no more than 12 months in length; and

4.1.2.4. The fellowship must meet professional development requirements.

4.2. The Department's Legislative Fellowship Program provides an opportunity for military and civilian personnel of the Department to learn the workings of the Legislative Branch of Government and then serve a tour in a billet or position that capitalizes on the experience gained.

4.2.1. Legislative Fellowship nominations shall be submitted to the Under Secretary of Defense for Personnel and Readiness for approval no later than August 1 annually, and shall include:

4.2.1.1. An identified immediate follow-on utilization tour;

4.2.1.2. The DoD Component legal counsel determination that the sponsoring organization meets the requirements of this Directive; and

4.2.1.3. Proof that the sponsoring organization has accepted the proposed fellow into its Legislative Fellowship program.

4.2.2. Personnel selected for fellowships under the Legislative Fellowship program shall be required to seek assignment to the staff of a Defense oversight committee or appropriations subcommittee, staff of a Member of a Defense oversight committee or appropriations subcommittee, the staff of the House or Senate Majority or Minority leader, or the staff of the Speaker of the House.

4.2.3. No Congressional staff office shall have more than one fellow assigned.

4.2.4. The Legislative Fellowship Program is the exclusive means of providing Legislative Fellowships and similar training to DoD personnel. The DoD Components may not participate in any other Legislative Fellowships or other training programs that involve sending employees to the Congress to work on the staff of a Member or Committee.

4.3. TWI programs may be established for military and civilian personnel to provide training and/or development of skills in private sector procedures and practices not available through existing military or advanced civilian schooling programs or other established training and education programs. The criteria for TWI are:

4.3.1. There must be an explicit DoD requirement fulfilled by virtue experience gained;

4.3.2. There must be immediate follow-on utilization tour/assignment available to which the individual shall be assigned;

4.3.3. The TWI tour/assignment may not exceed 12 months in length;

4.3.4. The proposed TWI tour and/or assignment must meet professional development requirements; and

4.3.5. There must be a written agreement between the private sector host, the employee, and the DoD Component concerned prior to the start of the TWI assignment.

4.4. The education or training to be received or the research to be performed by a fellowship, TWI, scholarship, or grant recipient must be designed to qualify the recipient to satisfy a requirement or potential requirement of the Department of Defense, contribute to the recipient's recognized potential for career service, or constitute a contribution to a project of value to the United States. For civilian employees degree training must comply with section 4107 of reference (d).

4.5. Training agreements:

4.5.1. A military member shall agree in writing to serve on active duty, upon conclusion of the education or training, for a minimum period of three times the length of the fellowship, TWI, scholarship, or grant (reference (c)). An agreement is not required if the education or training away from regular military duty does not exceed 26 weeks, or it involves work on a project of value to the United States rather than the fulfillment of requirements of an academic degree.

4.5.2. A civilian employee shall sign an agreement to continue service within the Department of Defense, upon conclusion of education or training exceeding 26 weeks, for a minimum period of three times the length of the fellowship, TWI, scholarship or grant (reference (d)).

## 5. RESPONSIBILITIES

5.1. The Under Secretary of Defense for Personnel and Readiness shall:

5.1.1. Approve all fellowships, scholarships, TWI positions, and grants from among those submitted by the DoD Components.

5.1.2. Maintain oversight of the fellowship and TWI programs.

5.1.3. Issue appropriate DoD Instructions and guidance for implementing this Directive.

5.2. The Heads of the DoD Components shall:

5.2.1. Establish programs and processes to review and select DoD personnel for fellowships, scholarships, TWI positions, and grants.

5.2.2. Conduct training for Legislative fellows by a designated DoD ethics official, including a briefing regarding standards of conduct restrictions and issues likely to arise in conjunction with political activity and other Legislative activities. Require that every Legislative fellow attend prior to the start of the fellowship.

5.2.3. Establish processes whereby the DoD Component's Legislative Affairs and or Liaison Office maintains contact with Legislative fellows during the fellows' time in the Legislative Branch, and periodically reviews the fellows' duties to ensure compliance with DoD 5500.7-R and DoD Directive 1344.10 (references (e) and (f)) and this Directive.

5.2.4. Conduct training for any fellowship, TWI, scholarship, and grant participants by the recognized ethics counselor, including a briefing regarding restrictions on standards of conduct issues likely to arise in conjunction with participation in a program established pursuant to this regulation. Require this training be held prior to DoD personnel commencing the program. Provide DoD personnel in Legislative fellowship programs with relevant guidance concerning partisan political activities contained in references (e) and (f).

5.2.5. Prescribe procedures to implement this Directive, including compliance with the obligated service in this Directive and section 2603 of reference (c) for military personnel or section 4108 of reference (d) for civilian employees.

5.2.6. Require that the DoD Component legal Counsel determine whether corporations, foundations, funds, or educational institutions that sponsor fellowships, scholarships, or grants qualify as tax-exempt organizations.

5.2.7. Validate requirements for and assure quality of the fellowship, TWI, scholarship, and grant programs covered by this Directive.

5.3. All DoD personnel shall request review by the recognized Ethics Counselor prior to acceptance of a fellowship, TWI, scholarship, or grant.

5.3.1. Civilian employees performing Legislative fellowships must comply with section 2 of chapter 6 of reference (e).

5.3.2. Military personnel performing Legislative fellowships must be familiar, and comply with reference (f).

6. EFFECTIVE DATE

This Directive is effective immediately.



Paul Wolfowitz  
Deputy Secretary of Defense

Enclosures - 1

E1. Definitions

## E1. ENCLOSURE 1

### DEFINITIONS

E1.1.1. Fellowship. An assignment in which selected DoD personnel work away from the Department of Defense for a specified time, not to exceed 12 total months, to gain education or experience of value to the DoD Component and the gaining organization. The person serving in the fellowship shall be known as the "fellow." Fellowships may be offered by corporations, foundations, funds, or educational institutions that meet the eligible donor criteria of subparagraph 5.2.6. These eligible donors administer the fellowship. The Department of Defense continues to pay normal pay and allowances to the fellow while assigned to the fellowship. In return for selection to this education-based fellowship, the fellow is required to serve with the Department of Defense for the period specified in the agreement with the DoD Component concerned under the Directive and reference (c) or (d), as applicable.

E1.1.2. Grant. A monetary contribution to the education of DoD personnel. It does not have to be paid back to the grantor. Following the grant, military recipients shall serve on active duty for the period specified in this Directive in the agreement with the Secretary concerned under reference (c). In the case of civilian employees, following the grant, they shall remain employed by the Department of Defense for the period specified in this Directive and the agreement with the DoD Component concerned under reference (d).

E1.1.3. Scholarship. A grant-in-aid awarded to a student for full-time study leading to a degree. Return payment for the scholarship shall be service with the Department of Defense for the period specified in this Directive and the agreement with the DoD Component concerned under references (c) and (d). The service normally would be related to the field of study sponsored by the organization that paid the scholarship.

E1.1.4. Training With Industry (TWI). A non-degree producing program designed to provide training and/or skills in best business procedures and practices not available through existing military or advanced civilian schooling programs for identifiable DoD requirements. The Department of Defense continues to pay normal pay and allowances to the individual while assigned outside the Department. In return for selection to this program, the individual is required to serve with the Department of Defense for the period specified in this Directive and the agreement with the Secretary concerned under references (c) or (d), as applicable.